



## PUBLIC PASSENGER VEHICLE DRIVER LICENSE INFORMATION

Office of the City Clerk License Division

200 E. Wells St. Room 105, Milwaukee, WI 53202

(414) 286-2238 e-mail address: [license@milwaukee.gov](mailto:license@milwaukee.gov) [www.milwaukee.gov/license](http://www.milwaukee.gov/license)

### Who needs a Public Passenger Vehicle Driver License?

No person shall operate a public passenger vehicle in the city, including a human service vehicle licensed or otherwise regulated by the State of Wisconsin, unless the person first holds a valid Public Passenger Vehicle Driver License.

**PUBLIC PASSENGER VEHICLE** means a vehicle which is used for the transportation of passengers by hire, including limousines, horse and surrey livery, pedicabs, taxicabs, shuttles, motorcycles used for tours, and human service vehicles operating on the streets of the city of Milwaukee.

### Exemptions

- a. A vehicle operated on fixed routes pursuant to authority granted by the county, state or federal government.
- b. A vehicle which is rented to be driven by the renter or an agent.
- c. A vehicle operated solely as a funeral car.
- d. A vehicle used in a carpool operated by private individuals.
- e. A commercial motor vehicle as defined under s. 340.01(8), Wis. Statutes:
  - The vehicle is a single vehicle with a gross vehicle weight rating of 26,001 or more pounds or the vehicle's registered weight or actual gross weight is more than 26,000 pounds.
  - The vehicle is a combination vehicle with a gross combination weight rating, registered weight or actual gross weight of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating, registered weight or actual gross weight of more than 10,000 pounds. 340.01(8)(c)
  - The vehicle is designed to transport or is actually transporting the driver and 15 or more passengers. If the vehicle is equipped with bench type seats intended to seat more than one person, the passenger carrying capacity shall be determined under s. 340.01 (31) or, if the vehicle is a school bus, by dividing the total seating space measured in inches by 13.
  - The vehicle is transporting hazardous materials requiring placarding or any quantity of a material listed as a select agent or toxin under 42 CFR 73.
- f. The Wisconsin Department of Health Services (DHS), Division of Children and Family Services, Bureau of Regulation and Licensing is responsible for the licensing and regulation of child care programs, which includes the regulation of center-provided and center-contracted transportation.

### Eligibility

Applicants must be at least 18 years of age and hold a valid State of Wisconsin Motor Vehicle Driver's License, excluding an Occupational License.

### License Period

License expires 2 years from date of issuance.

License must be issued within 1 year of approval, or a waiver from the Public Works Committee is needed.

### License Fee

\$75

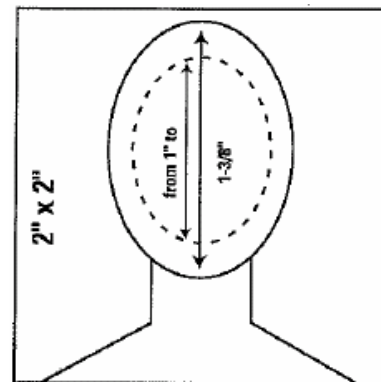
### Application Forms Required

- Individual Application (ccl-iapp)
- Public Passenger Vehicle Driver License Supplemental Application (ccl-drn1)

### Photograph

One clear and correctly exposed color photograph is required to be submitted at the same time the application is filed.

The photograph must be 2 x 2 inches in size. The face size, measured from the bottom of the chin to the top of the head (including hair), should not be less than 1 inch or more than 1 3/8 inches.



[!] Polaroid photographs and photographs of low quality, not printed on photo-quality paper, or not meeting the size requirements are not accepted.

### Public Passenger Vehicle Permit

No vehicle owner or lessee shall operate their vehicle, or allow their vehicle to be operated, as a public passenger vehicle for hire upon the streets of the city without the vehicle owner or lessee first obtaining for the vehicle a Public Passenger Vehicle Permit.

Therefore, if you will be working for Uber, Lyft, or a similar network company, and operating your own vehicle, you must first obtain a Public Passenger Vehicle Permit for your vehicle.

## Course Completion

Completion of a defensive driving course or map test, are only required if directed by the Common Council as a condition of granting, renewal, or suspension of a driver's license application.

\*\*\* Drivers wishing to obtain a license for the purpose of operating Class "H" Handicap-Eldery Liveries vehicles, must complete a Passenger Assistance Techniques Training course, and upon completion, submit the certificate to our office prior to issuance of the license.

## Passenger Assistance Techniques Training (Required: Class "H" only)

Drivers of Handicap-Elderly Liveries are required to complete a Passenger Assistance Techniques Training program administered by one of the authorized trainers listed below:

<i>Passenger Assistance Techniques Trainers</i>			
<i>Trainer</i>	<i>Company</i>	<i>Contact No.</i>	<i>Expires</i>
Angel Acevedo	Bell Therapy	(414) 445-9180	6/30/2016
Blaine Hampton	Transit Express	(414) 651-5598	5/16/2015
George Melville	Citywide Transportation	(414) 409-7766	5/11/2014
Jeanetta Parker-Perry	(no affiliation)	(414) 294-8617	5/16/2015
Jim Morgan	DCS	(414) 469-2226	5/16/2015
Ken Woodall	UW - Milwaukee	(414) 227-3332	5/12/2015
Larry Currie	UW - Milwaukee	(414) 788-0929	5/12/2015
Linn Nelson	Transit Express	(414) 708-7569	5/16/2015
Mazen Rezk	Citywide Transportation and UW - Milwaukee	(414) 409-7766	5/11/2014
Michael Gray	Community Care	(414) 406-8812	6/30/2016
Shane Stoffel	Transtar	(414) 550-3033	5/11/2014
Steve Tipton	Able Access	(414) 536-5800	5/11/2014
Connie Patrick	Transit First	(414) 215-1000	10/1/2014

Certificates of completion from these trainers only representing their respective company or companies as listed will be accepted. (Anyone who would like to be added to this list must contact the Health Department at (414) 286-3521 for instructions.)

## Issuance of License

Licenses may be issued upon completion of all application requirements unless the Milwaukee Police Department objects to the issuance of the license based on its findings.

In that case, the applicant will be scheduled for a hearing before the Public Works Committee. The Public Works Committee will make a recommendation to the Common Council on whether or not to grant the license.

## Permit Disqualification

If the Common Council denies an application based on the background investigation, then the same applicant is disqualified from applying for a new permit for a period of 12 months from the denial date.

## Provisional Public Passenger Vehicle Driver License

An applicant may apply for a provisional permit if they:

- Have a completed Public Passenger Vehicle Driver License application on file
- Paid the \$75 fee for a regular Public Passenger Vehicle Driver License
- Provided evidence of possessing a valid motor vehicle driver's license, excluding occupational licenses, issued by the state of Wisconsin
- Are not subject to the disqualification provisions provided under s. 85-13.

Provisional licenses expire 60 days from the date of issuance, or upon issuance of the regular permit.

The City Clerk may revoke a provisional license without further Common Council action if it is determined that the applicant provided false information on the license application or upon denial of a regular permit by the Common Council.

## Milwaukee Code of Ordinances

- See Chapter 100 for Public Passenger Vehicle Regulations
- Available online at [www.milwaukee.gov/ordinances](http://www.milwaukee.gov/ordinances)



## PUBLIC PASSENGER VEHICLE DRIVER LICENSE SUPPLEMENTAL APPLICATION

Office of the City Clerk License Division

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(414) 286-2238 e-mail address: [license@milwaukee.gov](mailto:license@milwaukee.gov) [www.milwaukee.gov/license](http://www.milwaukee.gov/license)

Print Name: \_\_\_\_\_

Have you previously held a Public Passenger Vehicle Driver License in the City of Milwaukee? ☐ No ☐ Yes

Has your Wisconsin State Driver's License been suspended or revoked in the last 5 years? ☐ No ☐ Yes

What type of vehicle do you intend to drive? (check all that apply) ☐ Taxi ☐ Limo/Shuttle ☐ Handicap – Elderly Services ☐ Pedicabs or Horse & Surrey Liveries ☐ Motorcycles used for Tours

If known, provide:

Name of Company for which you will be driving: \_\_\_\_\_

Address (include city, state, zip): \_\_\_\_\_

Phone Number: \_\_\_\_\_

### PROVISIONAL PUBLIC PASSENGER VEHICLE DRIVER LICENSE APPLICATION

**Complete this section only if applying for a Provisional Public Passenger Vehicle Driver License at this time**

Initial each line to confirm:

I wish to apply for a Provisional Public Passenger Vehicle Driver License at this time.

\_\_\_\_\_ I have filed an application for a regular Public Passenger Vehicle Driver License and have paid the \$75 fee.

\_\_\_\_\_ I currently hold a valid motor vehicle driver's license with the State of Wisconsin.

\_\_\_\_\_ I understand the vehicle I will be operating must first be properly licensed as a Public Passenger Vehicle Permit.

I affirm that within 2 years of the date of application that all of the following are true:

\_\_\_\_\_ I have not been convicted of any felony or misdemeanor offense related to a violent offense.

\_\_\_\_\_ I have not been convicted of 3 or more moving violations, as defined in s. 343.01(2)(cg), Wisconsin Statutes, arising out of separate incidents or occurrences.

\_\_\_\_\_ I have not been convicted of any offense related to operating a motor vehicle while intoxicated.

I understand that providing false, misleading or fraudulent information shall be subject to the penalties provided in s. MCO 85-34 and that the City Clerk may revoke the provisional license without further Common Council action if it is determined that false information was provided on the application or upon denial of the Common Council of a regular license

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Office Use Only: ☐ regular license fee paid

WDL exp date \_\_\_\_\_

PDRN# \_\_\_\_\_

**SUBMIT THIS FORM ALONG WITH THE "INDIVIDUAL LICENSE APPLICATION"**

Office Use Only: Initials: \_\_\_\_\_ Filed \_\_\_\_\_ DRN# \_\_\_\_\_ Granted \_\_\_\_\_ Issued \_\_\_\_\_



## Individual Application Information

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ccl-iapp 1/21/14

### General Instructions

#### Who must fill out this form?

All applicants applying for individual licenses with the City Clerk License Division must complete this form

#### Supplemental Application Form Required

A supplemental application form relating to the type of license for which you are applying must also be submitted with the Individual Application.

#### How to complete this form:

Provide your full legal name, date of birth, contact information and driver's license/state ID number in Section 1.

Signature and date is required in Section 2.

### Fees

- Applications must be accompanied by fee payment.
- Make checks payable to the City of Milwaukee. When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account, or to process the payment as a check transaction.
- Credit cards are also accepted online.
- Cash is accepted from applicants filing in person only.

### Proof of Identity/Authorized Rep

- All persons submitting applications, amending information or picking up licenses/permits must provide proof of identity.
- If you wish someone else to pick up your licenses/permits, you must complete an Authorized Representative Statement.

### Fingerprinting

- Fingerprinting is required of all individuals whose fingerprints are not on file with the Milwaukee Police Department.
- Report to the Milwaukee Police Department between 8:00 AM and 6:00 PM (Monday thru Friday, excluding holidays) at the Police Administration Building, 951 N. James Lovell Street (7th St), Room 305.
- If you have previously been fingerprinted by the Milwaukee Police Department, call (414) 935-7281 to determine whether your fingerprints are still on file.
- If you are an out of town resident, call (414) 935-7281 to receive information regarding how to comply with the fingerprint requirement.

### Granting/Issuance of Licenses

- Most licenses are granted by the Common Council after recommendation of the License Committee of the Common Council. To accommodate this schedule, please allow 6-8 weeks for processing. There are no meetings in the month of August.

### Report Changes

- If your name has been legally changed, official documentation, for example, a copy of a marriage certificate, a divorce decree, etc., must be submitted with your application. A driver's license is not acceptable documentation.
- Whenever a fact set forth in the application changes, the licensee shall file a written notice of the change with the License Division within 10 days of the change.

### Refunds

- If an application is withdrawn or denied, you are eligible for a partial refund of the license fee, provided the refund is requested no later than one year from the date of withdrawal or denial of the application.
- If a license is not issued, the refund must be requested no later than one year from the date of application, unless the license has been granted, in which case no later than one year from the date of granting of the license.

### Applications

- If an application is still pending requirements met over a year from the date of application, the filing of a new application will be required if/when an applicant wishes to continue pursuing the license.

### What's New?

- New information regarding licensing can be reviewed at the License Division webpage [www.milwaukee.gov/license](http://www.milwaukee.gov/license).



## INDIVIDUAL APPLICATION

ccl-iapp1 6/13/14

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### INDIVIDUAL'S INFORMATION

Section 1

Full Legal Name (Last, First & Middle Initial):

Date of Birth:

List any other names by which you have been known on official records:

Home Address (include city, state, zip code):

City:

State:

ZIP Code:

Home Phone #:

Cell Phone #:

Cell Phone Provider: ☐ Verizon ☐ AT&T ☐ T-Mobile ☐ US Cellular ☐ Cricket ☐ Virgin ☐ Other

Email Address:

Mailing Address (if different than home address):

City:

State:

Zip Code:

Driver's License/State ID #: -- State: \_\_\_\_\_

### SIGNATURE

Section 2

I understand that I am required to inform the City Clerk within 10 days of any substantial changes in any of the information supplied in this application.

I have knowledge of the City Ordinances currently regulating the license applied for herein, and understand that the license may be subject to suspension, non-renewal or revocation, if I violate any rule or regulation relating to this license.

I understand that I shall not willfully refuse to provide the services offered under this license, or add charges or require deposits not required of the general public because of race, color, sex, religion, national origin or ancestry, age, handicap, lawful source of income, marital status, sexual orientation, gender identity or expression, familial status or the fact that a person is now or has been a member of the military service, whether dressed in uniform or not; and shall not seek such information as a condition of employment, or penalize any employee or discriminate in the selection of personnel for training or promotion on the basis of such information.

I certify that I am the applicant and all my statements are true and correct.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

**A SUPPLEMENTAL APPLICATION RELATING TO THE TYPE OF LICENSE FOR WHICH YOU ARE APPLYING MUST BE SUBMITTED WITH THIS APPLICATION.**

Office Use Only: Initials: \_\_\_\_\_ Filed: \_\_\_\_\_ Application # \_\_\_\_\_

Paid: \_\_\_\_\_ MPD \_\_\_\_\_ Granted \_\_\_\_\_ License # \_\_\_\_\_